



South Carolina
Commission on Higher Education
Accessibility | Excellence | Accountability

Palmetto Fellows Scholarship Early Award Refresher Workshop

Public and Independent High Schools
and Home School Associations

Class of 2027

<https://che.sc.gov>

[Events and Meetings](#)

[Staff Directory](#)

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If you're interested in joining our email distribution lists, please select the group(s) that you'd like to join. By subscribing, you'll receive updates, information, and important announcements from the Commission on Higher Education (CHE) regarding these specific areas.

* Last Name

* Affiliated School or Organization

Primary Phone

Primary Phone Number

Select which of the following you would like to receive information for:

- ☐ CHE Higher Ed News and Press Releases
- ☐ Committee on Access & Equity and Student Services
- ☐ High School Counselor
- ☐ Admissions Directors
- ☐ Financial Aid Directors
- ☐ Financial Aid Officers
- ☐ Institutional Need-based Grant Contacts
- ☐ Institutional Tucker Hipps Contacts
- ☐ Palmetto Fellows High School Contacts
- ☐ Residency Officers
- ☐ Retention Officers

Submit

MISSED THE
IN-DEPTH
EARLY
WORKSHOP?



The recording and slide deck are available on the

HIGH SCHOOL COUNSELOR RESOURCES

webpage under *Training Workshops*.



CHE High School Counselor Resources Webpage

<https://che.sc.gov/high-school-counselor-resources>

South Carolina
Commission on Higher Education

For Students, Families and Military For Institutions and Educators Analytics, Data and Reports About the CHE

- Transfer Excellence Center
 - 2023 Transfer Action Plan
 - Transfer Outcomes Dashboard
 - Transfer and Articulation Center (SC TRAC)
 - Military Credit Mobility Task Force
 - Credit for Prior Military Learning
- Licensing of Non-Public Postsecondary Institutions
 - Pay Licensing Fees Online
 - Pay SC SARA Fees Online
- Academic Programs, Policies and Administration
 - Academic Programs and Career Clusters Dashboard
 - REACH Act Compliance Guidelines
- High School Counselor Resources
 - SC CAN GO (College Access and FAFSA Completion Events)
 - Veteran's Education and Training (SAA)
 - EIA Centers of Excellence for
- Nursing Educator Initiative
- CHEMIS

High School Counselor Resources

Welcome to the South Carolina Commission on Higher Education's resource page for high school counselors! Our goal is to enhance college access by providing resources to support our counselors as they help students on their higher education journey. As a partner for counselors across the state, the CHE Office of Student Affairs is committed to supporting your efforts in shaping the academic and personal growth of students as they pursue their higher education dreams.



Join us for our 2025 Palmetto Fellows Workshops!

We are excited to announce four virtual workshops this fall designed to support administrators and counselors in navigating the Palmetto Fellows Scholarship application process.

- The first workshop, in September, will be tailored specifically for **homeschool administrators**.
- The following three workshops will be for **counselors and administrators at public and independent high schools**.

Each session will provide an overview of the digital application process and guidance on how Early Applications for the Class of 2026 can be successfully submitted electronically. We encourage homeschool administrators, high school counselors, and school administrators to register for the workshop most relevant to their setting. Simply click the "Register" link for your preferred session.

Dates and Registration:



Updates:

[REGISTRATION FOR COLLEGE APPLICATION MONTH AND COLLEGE GOAL SC EVENTS IS OPEN!](#)

[College Application Month Student Survey Link](#)

[Palmetto Fellows Scholarship Fall 2025 Workshops Flyer \(PDF\)](#)

Training Workshops:

[FAFSA Counselor Training](#)

[Palmetto Fellows Late Award Workshop \(PPT\)](#)

[VIDEO: Palmetto Fellows Late Award Workshop](#)

[VIDEO: College Goal SC Site Coordinator Training](#)

CHE High School Counselor Resources Webpage



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 - Veteran's Education and

SC CAN GO College Access Events and Campaigns

Important Memos and Policies

FAFSA

College Access Guides

State Lottery Scholarship Information and Resources for High School Counselors

Note: General information on state scholarships and grants is located on our [Scholarships and Grants Page](#)

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- [2027 Palmetto Fellows Scholarship Student Info Packet \(PDF\)](#)
- [Class Book for Scholarships and Grants \(PDF\)](#)

Flyers

- [State Lottery Scholarships and Grants Printable Flyer \(PDF\)](#)
- [State Lottery Scholarships and Grants Printable Flyer – Grayscale \(PDF\)](#)

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Down



Meet Cosmos



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About the CHE

» Scholarships and Grants for SC Residents

Grants for SC Residents

Students pursuing higher education through a number of need-based and merit-based programs must first prove residency in the state of South Carolina to apply for state-funded financial aid.

For specific information on residency requirements, visit our [SC Residency Information](#) page.

Fall 2024 Scholarship Updates:

[Education and Accounting Majors now eligible for Palmetto Fellows, LIFE scholarship enhancements \(PDF\)](#)

[See the list of education programs eligible for scholarship enhancements \(PDF\)](#)

[Emergency LIFE Scholarship regulations as of August 2024 \(PDF\)](#)

[Emergency Palmetto Fellows Scholarship regulations as of August 2024 \(PDF\)](#)

Retaining state scholarships and grants:

Scholarship and Grant Overview

General Eligibility requirements for all programs:

- US Citizen/Legal Permanent Resident*
- SC Resident*
- No felony convictions**
- No second or subsequent alcohol/drug misdemeanors
- Not in default on any state or federal loans
- Enroll in a degree-seeking program at an eligible SC institution

*This must be determined at the time of high school graduation & college enrollment.
**Excluding Lottery Tuition Assistance.

QUALIFYING CRITERIA

SC HOPE
\$2,800

- Attend an eligible four-year institution
- 3.0 SC UGP GPA

CONTINUED ELIGIBILITY CRITERIA

- 3.0 LIFE GPA; and
- Earn an average of 30 credit hours by the end of the first academic year*

If a SC HOPE recipient satisfies the above criteria, they move into the LIFE scholarship program beginning in their 2nd academic year



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About the CHE

[Home](#) » [For Students, Families and Military](#) » Scholarships and Grants for SC Residents

Scholarships and Grants for SC Residents

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Fall 2024 Scholarship Update

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[LIFE scholarship enhancements \(PDF\)](#)

[See the list of education programs eligible for scholarship enhancements \(PDF\)](#)
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Retaining state scholarship and grants:



Welcome

How can we help you today?

WE TYPICALLY REPLY IN A FEW HOURS

[Start New Conversation](#)



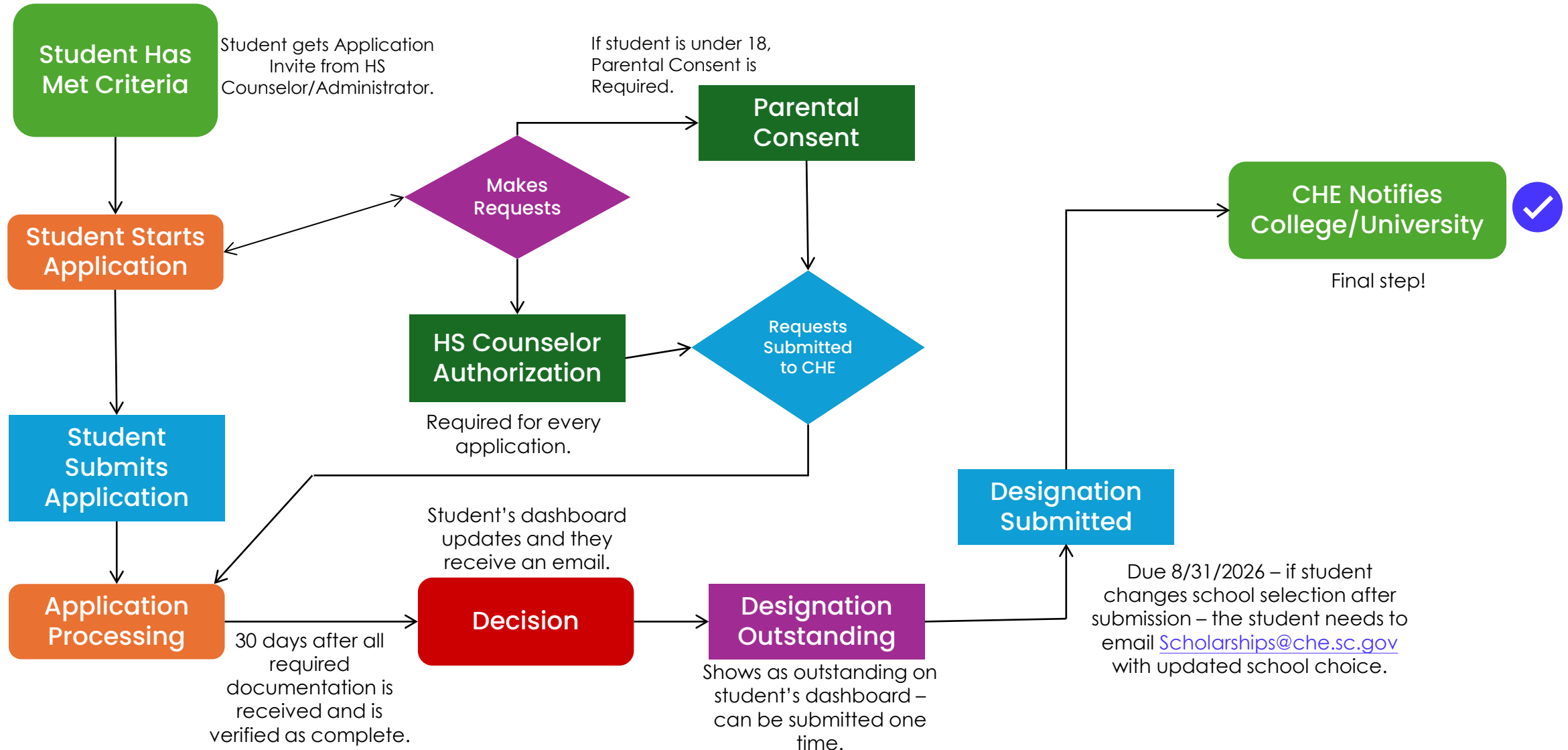
POWERED BY ELEMENT451

UPDATES



Class of 2027 Palmetto Fellows Scholarship

Early Application Process



ACT Superscores for LIFE & Palmetto Fellows

Calculate the student's superscore both ways — then use the higher composite score.

WITHOUT SCIENCE

English + Math + Reading

Divide by 3

Rounding:

If .6 or higher – Round up;
If .5 or lower – Round down

WITH SCIENCE

English + Math + Reading + Science

Divide by 4

Rounding:

If .5 or higher – Round up;
If .4 or lower – Round down

KEY RULE: Use whichever calculation produces the higher ACT Composite.

CHE's ACT Superscore Calculator

Need help calculating an ACT superscore?

Enter the student's highest ACT subject scores from different test administrations.

The calculator will calculate the superscore with and without Science.

- ✓ Compare both calculation methods
- ✓ Reduce manual calculation errors
- ✓ Use the higher composite for scholarship eligibility
- ✓ Submit test score reports for each subject score being used

**Note: ACT Test Score reports after September 2025 will show the Science subject score, if the student took science, but it will not be calculated in the Superscore Composite.*

CHE's Superscore Calculator:

<https://che.sc.gov/sites/che/files/Documents/Counselors%20Page/ACT%20Superscore%20Calculator.xlsx>

CHE Superscore ACT Calculator

Student Name:

Eric Jones

Please enter the highest test scores in each area			
Math	Science	English	Reading
30	27	34	30
Legacy Superscore			30
Enhanced (New) Superscore			31

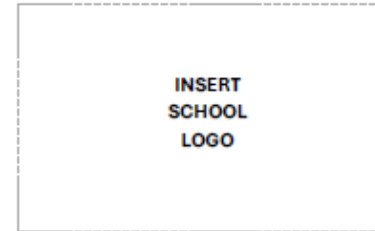
**an official score report for each corresponding subject score must be submitted*

General Declination Form

Student is eligible but hasn't applied?

CHE has created a general Declination Form that High Schools and Homeschools can use to document that they have provided the student the opportunity to apply.

- ✓ School or district can place their logo on the form
- ✓ Document that student was counseled and provided Declination Form
- ✓ School/District would retain on file
- ✓ If student comes back after application period is closed, school then has documentation that the student was counseled and provided the Declination Form



PALMETTO FELLOWS SCHOLARSHIP DECLINATION TO APPLY FORM

For use by South Carolina high schools and Option 1, 2 and 3 Homeschool Associations

I acknowledge that my high school or home school association notified me that I am eligible, or may be eligible, to apply for the Palmetto Fellows Scholarship and provided me with the opportunity and information needed to apply. I understand that the South Carolina Commission on Higher Education (CHE) recommends that eligible students submit an application and decline the scholarship later, if necessary. However, I am choosing not to apply.

Reason for declining to apply (check one):

- ☐ I plan to attend an out-of-state institution and will be unable to use the Palmetto Fellows Scholarship.
- ☐ I meet some eligibility requirements but am choosing not to test or retest in an attempt to obtain a qualifying test score.
- ☐ I do not plan to attend an eligible South Carolina institution.
- ☐ Other reason: _____

STUDENT ACKNOWLEDGMENT

I understand that choosing not to apply means I will not be considered for the Palmetto Fellows Scholarship for this application cycle or future application cycles. If I later change my mind after the applicable application deadline has passed, I understand that I cannot receive the scholarship because I did not submit an application by the required deadline.

Student Name (print): _____

High School: _____

Expected Graduation Year: _____ Date: _____

Student Signature: _____ Date: _____

Located on the High School Counselor Resources webpage.



Palmetto Fellows Application Status Reports

Delivered by email on the first Monday of every month



CHECK YOUR STUDENTS



Who has submitted an application?



What is each student's current status?



Are there any students missing from this report?

You received an email to submit documents but the student is not on the report – this is a red flag that the student started an application but did not submit it.



Ask the student to log into their dashboard and check the status of their application.



CHECK YOUR ACTION ITEMS



Did I receive and respond to the counselor request?



Did I submit the required school documentation?



Did I miss an email or action item?



CATCH ISSUES EARLY



Student started an application but never submitted it.



Student submitted, but counselor documents are still missing.



Application/documentation issue that still has time to be corrected.



BOTH SIDES MUST BE SUBMITTED BY THE DEADLINE.

Student application + High school counselor documentation
Submitting one does not substitute for the other.



STUDENT
APPLICATION

COUNSELOR
DOCUMENTATION



Tutorial Video for HS Counselors

Goes through how to read your Monthly Application Status Report

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High School Counselor Resources

SCROLL

^ State Lottery Scholarship Information and Resources for High School Counselors

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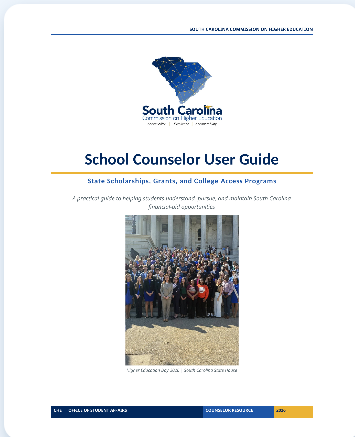
New School Counselor Scholarship Resources

Two practical tools created for South Carolina high school counselors



1

SCHOOL COUNSELOR USER GUIDE

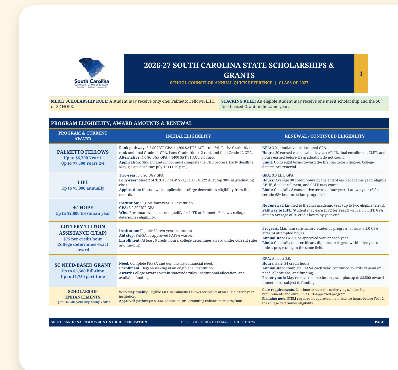


Comprehensive guidance for state scholarships, grants, and college access programs

Use throughout the year when questions arise

2

ANNUAL QUICK REFERENCE



Eligibility criteria, award information, renewal rules, and annual reminders

Designed for quick answers at a glance



FIND BOTH RESOURCES ON THE
High School Counselor Resources webpage

Latest versions and workshop information

TOP MISTAKES WE'RE SEEING





Most Common Issues from Early Award

1. No Parental Consent
2. No Counselor Authorization
3. Missing Transcript and/or Test Score
4. No rank report or rank tie letter
5. Incorrect Transcript(s)
 - No signature
 - Date calculated after June 15, 2026
 - Wrong grade in top left-hand corner
 - Work-in-Progress Transcript
6. Pending Applications Submitted

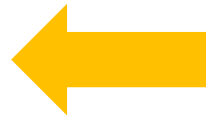
Most Common Issues from 2025-26:



If you are a 2026 High School Graduate, please contact your high school counselor to discuss the process for applying for the Palmetto Fellows Scholarship.

THIS IS NOT THE PALMETTO FELLOWS SCHOLARSHIP APPLICATION.

Contact your HS Counselor for Application instructions >



Students cannot qualify with this application!

Palmetto Fellows Scholarship In-State Transfer or Reapplication Request

Students cannot qualify with this application!

To be eligible for the Palmetto Fellows Scholarship, students must be determined as recipients during their senior year of high school.

*Students are NOT using the application invite URL or QR code to apply and therefore are not submitting the correct application > this is the Transfer/Reapplication Form for CURRENT College students.

We had 100+ Class of 2026 students that submitted this during 2025-26.

ELIGIBILITY REFRESHER



Eligibility Requirements

RANK PATHWAY

For schools with an official class-rank policy reviewed by CHE for compliance with the regulations

1

Top 6% of the class

At the end of Grade 10, 11, or 12

2

1200 SAT or 25 ACT

Qualifying composite or superscore

3

3.5 cumulative SC UGP GPA

All three requirements must be met

OR

ALTERNATIVE PATHWAY

For schools that are not approved for official class-ranking or students who do not meet the top 6% of their class rank

1

1400 SAT or 31 ACT

Qualifying composite or superscore

2

4.0 cumulative SC UGP GPA

Both requirements must be met



SAT and ACT scores may be superscored. ACT Science is optional and may be included when it improves the composite.

2026–2027 Palmetto Fellows Application Timeline



UPDATED

Palmetto Application Timeline for the Class of 2027 graduating class.

Early Application Opens

Class of 2027
Email sent to HS Counselors on July 16.

**Sept 1,
2026**

Early Notifications

Palmetto Fellows Notification emails start being sent to applicants as applications are processed.

Early – Testing Cutoff

Last test administration that will be accepted for an Early Application:
ACT: April 10, 2027
SAT: March 6, 2027

**April
2027**

Early Application Closes

Application must be submitted online by student before 11:59pm.
No Late Submissions.

**May 1,
2027**

Late Application Opens

For students graduating in the Class of 2027.

**June 1,
2027**

Late – Testing Cutoff

Last test administration that will be accepted for a 2027 graduate.
SAT: June 5, 2027
ACT: June 12, 2027
Scores must be sent directly to CHE using these codes: SAT: 4313 or ACT: 6326
Scores must be received by July 15, 2027.

**June
2027**

Late Application Closes

Application must be submitted online by student before 11:59pm.
No Late Submissions.

**July 15,
2027**

WHICH PALMETTO FELLOWS APPLICATION?

Choose based on when the student meets all eligibility requirements.

EARLY AWARD

Junior year through May 1 of senior year

GPA used: Final 11th grade SC UGP GPA



RANK PATHWAY

-  Final 11th grade SC UGP GPA
-  Top 6% class rank from 10th or 11th grade
-  1200 SAT or 25 ACT (or higher)

ALTERNATIVE PATHWAY

-  4.0 SC UGP GPA and 1400 SAT or 31 ACT (or higher). No class rank required.

LATE AWARD

Senior year through July 15 of senior year

GPA used: Final 12th grade SC UGP GPA



RANK PATHWAY

-  Final 12th grade SC UGP GPA
-  Top 6% class rank from 10th, 11th, or 12th grade
-  1200 SAT or 25 ACT (or higher)

ALTERNATIVE PATHWAY

-  4.0 SC UGP GPA and 1400 SAT or 31 ACT (or higher). No class rank required.



Early and Late are separate applications.

Use the application for the period when the student first meets every requirement.



Questions? Scholarships@che.sc.gov

Student Starts Application

Once the student has met the Early Award eligibility criteria:

- email the student the Early Application invite or print and hand this to them.

**This on the HS Counselor Resources webpage and was linked in the July 16, 2026 Application email.*

If you do not have the 7/16/26 "Class of 2027 Early Application" email:

1) make sure you have signed up for emails and selected "Palmetto Fellows High School Contact"

2) Send an email to Scholarships@che.sc.gov to request it be sent to you.

This is a fillable pdf. Please have students use the counselor who will be completing their application request.

CLASS OF 2027 EARLY APPLICATION PALMETTO FELLOWS SCHOLARSHIP



Submit your application online at apply.che.sc.gov
or use the QR code

select the **Early Application - Fall 2027 Cohort**

Your High School Counselor's information is:

Name:
Email:

QUESTIONS, CONTACT CHE:
SCHOLARSHIPS@CHE.SC.GOV or 803-737-2260

Tutorial Video for Students

Goes through
application
screen by screen



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Analytics, Data and Reports

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High School Counselor Resources



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WHERE COUNSELORS GET STUCK



GENERAL ELIGIBILITY REQUIREMENTS

SC HOPE, LIFE, Palmetto Fellows Scholarship, SC Need-based Grant & Lottery Tuition Assistance**

- US Citizen/Legal Permanent Resident*
- SC Resident*
- No felony convictions**
- No second or subsequent alcohol/drug misdemeanors
- Not in default on any state or federal loans
- Enroll in a degree-seeking program at an eligible SC institution

**This must be determined at the time of high school graduation & college enrollment.*

***Excluding Lottery Tuition Assistance.*

EARLY GRADUATE vs. GRADUATING EARLY

UNDERSTANDING SCHOLARSHIP ELIGIBILITY

CHE uses specific definitions for Early Graduate and Graduating Early.

Use this guide to determine how students in each category may qualify for LIFE and Palmetto Fellows Scholarships.



EARLY GRADUATE

Senior graduating mid-year
NOT during the Spring Cohort.

Student completes all graduation requirements and graduates before the end of the school year (before the Spring Cohort).



DEFINITION



LIFE SCHOLARSHIP

- For scholarship eligibility the student CANNOT use rank as an eligibility criterion.



PALMETTO FELLOWS

- Can ONLY apply during the Early Award Period prior to completing their high school graduation requirements.



PALMETTO FELLOWS EARLY AWARD PERIOD

- July 15 – May 1 (11:59 pm)



LIFE SCHOLARSHIP

- There is no application. The financial aid office at the eligible SC institution will review the student's credentials and award.



SCHOLARSHIP ELIGIBILITY



HOW TO APPLY



GRADUATING EARLY

Student graduates academic year(s) early
Graduates with Spring Cohort.

Student completes all graduation requirements early (one or more academic year(s) early) and graduates with their new graduating class during the Spring Cohort.



LIFE SCHOLARSHIP

- Eligibility is based on the end of the academic year with the student's "new" graduating class.



PALMETTO FELLOWS

- Students CANNOT apply during the Early Award Period (if they don't have a final 11th grade GPA).



PALMETTO FELLOWS LATE AWARD PERIOD

- June 1 – July 15 (11:59 pm)



LIFE SCHOLARSHIP

- There is no application. The financial aid office at the eligible SC institution will review the student's credentials and award.



IMPORTANT:

When in doubt, have the student contact their school counselor to confirm which category applies to their situation.



QUESTIONS?

We're here to help!



Scholarships@che.sc.gov



<https://che.sc.gov>



Always check the CHE website and program materials for complete eligibility requirements and deadlines.

HS Counselor's Secure Authorization Form

#1.

* Your First Name

* Your Last Name

* Is this student currently eligible for the Palmetto Fellows Scholarship?

☐ Yes

☐ No

☐ Pending June Test Score

High School Information

High School Information

* School Counselor Name

* School Counselor Email

Is this student currently eligible for the Palmetto Fellows Scholarship?

Answer options:

Yes: Student has met all PFS criteria now.

No: Student has not met criteria – this will grey out the rest of the form – it was added as a quick response for Counselors, if student isn't eligible.

**Pending: Student is testing in June or NEEDS to test in June.
NO PENDING STUDENTS DURING EARLY APP!**

HS Counselor's Secure Authorization Form

#2.

Test Score Information

* REQUIRED - Has the student already met the SAT (Evidence-Based Reading & Writing/Math) or ACT score requirement?

☒ Yes

☐ No

If the student is sending ACT or SAT scores directly to CHE, please select which score they will be sending:

Sending ACT

Sending SAT

I will upload and submit the official score report here.

Test Score Information

* REQUIRED - Has the student already met the SAT (Evidence-Based Reading & Writing/Math) or ACT score requirement?

☒ Yes

☐ No

If the student is sending ACT or SAT scores directly to CHE, please select which score they will be sending:
I will upload and submit the official score report here.

Please upload ACT or SAT scores here if student is not sending score report to CHE:



Upload file(s)

Drag files here or click to browse

Please upload in .pdf format.

Do NOT skip this
drop down – or you
will not be able to
attach test scores!



HS Counselor's Secure Authorization Form

#2.

Please upload all ACT or SAT scores here if available (multiple documents can be uploaded):



Remove



Remove



Add more files

Please upload in .pdf format.

Test Score Information

* REQUIRED - Has the student already met the SAT (Evidence-Based Reading & Writing/Math) or ACT score requirement?

☐ Yes

☒ No

Counselor will upload or student will send score report directly to CHE, please select one of the following:
Student sending ACT

ACT or SAT Codes

If student is sending ACT or SAT scores directly to CHE, please provide them with one or both of the following codes:

- ACT: 6326
- SAT: 4313

SAT and/or ACT test score(s):

Report highest scores available that meet the minimum requirement in the space below. Only qualifying scores for either the SAT or ACT need to be entered, **NOT** both. The high school must submit official documentation of the qualifying test scores. Acceptable documentation includes a copy of the score report, testing label/sticker, or the score report from the K12 portal with Counselor's signature. No score rosters will be accepted. No student provided score reports of any kind will be accepted. Naviance and Enrich score reports will be accepted and considered official.

What Happens Next?

Student will receive an email notifying them that the Counselor has submitted their supporting documentation, and the student can check their dashboard.

Hi Kathryn,

Chris Harris submitted the Late Palmetto Fellows Scholarship Application supporting documentation you requested.

We have added it to your Late Palmetto Fellows Scholarship Application for you.



[Dashboard](#)

[Documents](#)

[School Counselor Authorization and Parental Consent Requests](#)

Please complete all the required items from the checklist so we can start reviewing your application.

[Preview Application](#)

Early Palmetto Fellows Scholarship Application ▾

PALMETTO SCHOLARSHIP APPLICANT - FALL 2025 COHORT

We're reviewing your application, Katie

Thank you for applying for the Palmetto Fellows Scholarship. Once CHE receives the required documentation from your High School Counselor, we will begin reviewing your application. We will notify you of the decision when it's made.

Welcome back, Katie.

Your current applications

Late Palmetto Fellows Scholarship Application
Fall 2024 Cohort • Palmetto Scholarship Applicant • Last logged in an hour ago

In Review

You can start a new application

START NEW APPLICATION

Checklist

Required for your application:

COMPLETED 4/5 (80%)Last updated on 9/12/2026

Required item(s):

NOT COMPLETED

High School Transcript ReviewView

We've received:

COMPLETED

ACT/SAT Test Scores
Completed on 9/12/2026View

COMPLETED

Parental Consent Form
Completed on 9/12/2026View

COMPLETED

High School Counselor Submission
Completed on 9/12/2026View

COMPLETED

High School Transcript
Completed on 9/12/2026View

PFS Application Transcript Handling

Transcript will no longer show as **OUTSTANDING** until CHE Staff completes a manual review. It will automatically update to completed, if a document is loaded in the transcript upload field on the high school counselor submission form.

SC CHE

Early Palmetto Fellows Scholarship Application ▾

PALMETTO SCHOLARSHIP APPLICANT - FALL 2027 COHORT

Dashboard

Documents

School Counselor Authorization and Parental Consent Requests

Please complete all the required items from the checklist so we can start reviewing your application.

We're reviewing your application, Ellason

Thank you for applying for the Palmetto Fellows Scholarship. Once CHE receives the required documentation from your High School Counselor, we will begin reviewing your application. We will notify you of the decision when it's made.

***Please note: High school transcripts will display as Submitted once received by CHE. The High School Transcript Review item will remain Outstanding while CHE staff manually review your transcript(s). Reviews are typically completed within 30 days of receiving all required documentation. Applications are reviewed in the order documentation is received.**

★ Student's dashboard message 

Checklist

Required for your application:

COMPLETED 4/5 (80%)

Required item(s):

NOT COMPLETED High School Transcript Review

We've received:

COMPLETED ACT/SAT Test Scores
Completed on 9/12/2026

COMPLETED Parental Consent Form
Completed on 9/12/2026

COMPLETED High School Counselor Submission
Completed on 9/12/2026

COMPLETED High School Transcript
Completed on 9/12/2026



We have added a '**High School Transcript Review**' checklist item – this will automatically load to the student's checklist as outstanding. This is manually review by CHE Staff.



If a corrected Transcript is needed, a '**Corrected Transcript**' checklist item will be added to the student's checklist.

Checklist

Required for your application:

COMPLETED 5/6 (83%)

Required item(s):

NOT COMPLETED Corrected Transcript

We've received:

COMPLETED ACT/SAT Test Scores
Completed on 8/17/2026

COMPLETED Parental Consent Form
Completed on 8/17/2026

COMPLETED High School Counselor Submission
Completed on 8/17/2026

COMPLETED High School Transcript
Completed on 8/17/2026

COMPLETED High School Transcript Review
Completed on 9/1/2026

Student Dashboard

Once application processing is complete, the student's dashboard will automatically update, and they will receive an email as well. Student can submit the Designation Form from their dashboard.

The screenshot shows a student dashboard interface. On the left is a dark sidebar with navigation links: 'Dashboard', 'Documents', 'School Counselor Authorization and Parental Consent Requests', 'SUPPLEMENTAL FORMS' (with a sub-link '1 College Designation Form'), and 'Preview Application'. A green arrow points from the left towards the 'College Designation Form' link. The main content area has a blue header with the text 'We've carefully reviewed your application, Katie' and 'We're happy to offer you a conditional award. Please check your checklist for your next steps.' Below this is a white section titled 'Congratulations! Important Palmetto Fellows Scholarship Information'. This section contains two paragraphs of text and a green-bordered box at the bottom with instructions. A second green arrow points from the bottom of the congratulatory message section back to the 'College Designation Form' link in the sidebar.

Dashboard

- Documents
- School Counselor Authorization and Parental Consent Requests
- SUPPLEMENTAL FORMS**
 - 1 College Designation Form**
- Preview Application

Please complete all the required items from the checklist so we can start reviewing your application.

We've carefully reviewed your application, Katie

We're happy to offer you a conditional award. Please check your checklist for your next steps.

Congratulations!

Important Palmetto Fellows Scholarship Information

On behalf of the South Carolina Commission on Higher Education, we are pleased to inform you that based on the information provided by you and your high school counselor during the Early Award Application process, you have met the academic requirements for the Palmetto Fellows Scholarship for the 2025-2026 academic year.

We congratulate you on your outstanding academic achievements during high school and the academic promise you show for studies in higher education.

Once you have finalized your college or university choice, please return to your dashboard to submit the Designation Form. This will notify CHE of your selected institution, allowing us to communicate directly with their Financial Aid Office regarding your Palmetto Fellows Scholarship. To submit, simply click "College Designation Form" on the left-hand menu, complete the form, and submit.

Student Dashboard – Designation Form

Students can click on the College Designation Form on the left side menu bar to complete their Designation Form.



**SC**
STATE

Dashboard

Documents

School Counselor
Authorization and Parental
Consent Requests

SUPPLEMENTAL FORMS

1

College Designation Form

Please complete all the required items
from the checklist so we can start
reviewing your application.

Preview Application

Early Palmetto Fellows Scholarship Application ▾
PALMETTO SCHOLARSHIP APPLICANT - FALL 2025 COHORT

Katie H. ▾

Palmetto Fellows Designation Form

Congratulations! You have met the academic criteria in order to be considered for the Palmetto Fellows Scholarship. If your S.C. residency and U.S. Citizenship/Legal Permanent residency is verified by your home institution, and you attend an eligible S.C. institution, you will be awarded the Palmetto Fellows Scholarship.

Early or Late Award Designation
Early Award ▾

This information can be found in the email you just received.

Personal Information

Last Name
Harris

First Name
Katie

Middle Name
Leigh

Social Security #
[REDACTED]

Person Email Address

This is how we will contact you. Do not use your school email address.

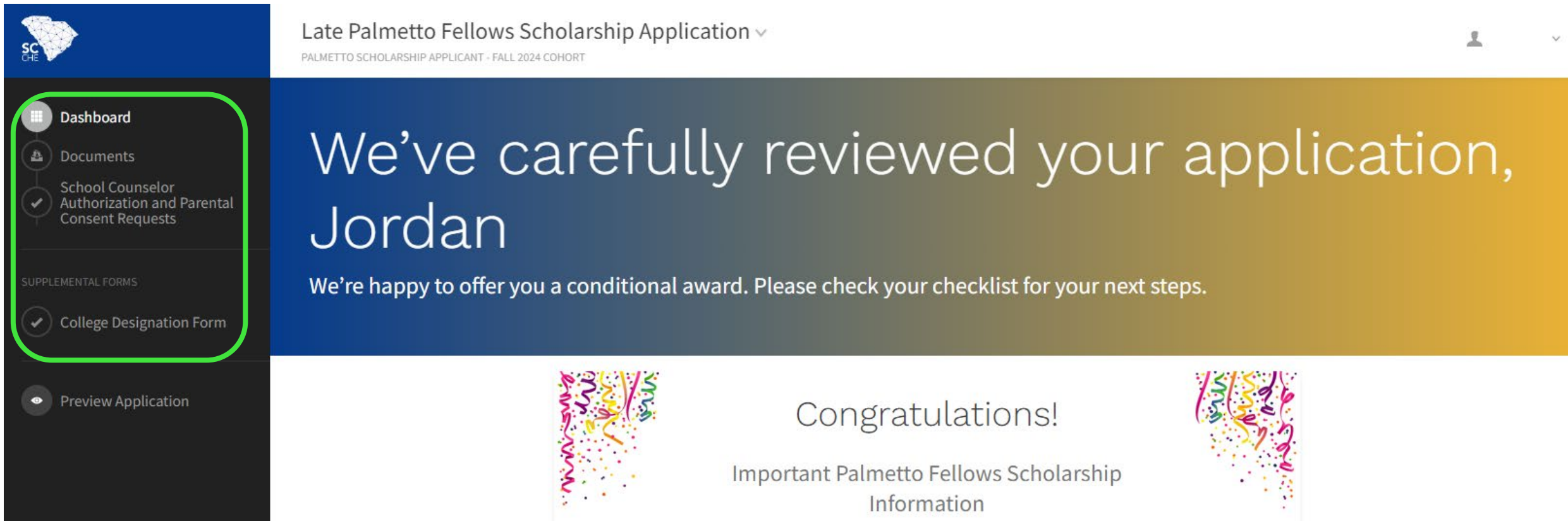
Cell Phone

Fields pre-populate with data from student's application.



Student Dashboard

Student's checklist items will update after application has been processed.



The screenshot shows a student dashboard for the "Late Palmetto Fellows Scholarship Application" for the "PALMETTO SCHOLARSHIP APPLICANT - FALL 2024 COHORT". The dashboard is divided into a left sidebar and a main content area. The sidebar, which is dark blue, contains a list of navigation items: "Dashboard" (highlighted with a green rounded rectangle), "Documents", "School Counselor Authorization and Parental Consent Requests", "SUPPLEMENTAL FORMS", "College Designation Form", and "Preview Application". The main content area has a blue header with the text "We've carefully reviewed your application, Jordan" and a yellow background with the text "We're happy to offer you a conditional award. Please check your checklist for your next steps." Below this, there is a section titled "Congratulations!" with the subtitle "Important Palmetto Fellows Scholarship Information", flanked by two decorative confetti graphics.

Late Palmetto Fellows Scholarship Application ▾
PALMETTO SCHOLARSHIP APPLICANT - FALL 2024 COHORT

Dashboard
Documents
School Counselor Authorization and Parental Consent Requests
SUPPLEMENTAL FORMS
College Designation Form
Preview Application

We've carefully reviewed your application,
Jordan

We're happy to offer you a conditional award. Please check your checklist for your next steps.

Congratulations!
Important Palmetto Fellows Scholarship Information

**** If a student's school choice changes after they have submitted their Designation Form, please have them email Scholarships@che.sc.gov to request an update to their school choice. They will need to provide their full name and high school name in their email.**



Palmetto Fellows Application Status Reports

Delivered by email on the first Monday of every month



CHECK YOUR STUDENTS



Who has submitted an application?



What is each student's current status?



Are there any students missing from this report?

You received an email to submit documents but the student is not on the report – this is a red flag that the student started an application but did not submit it.



Ask the student to log into their dashboard and check the status of their application.



CHECK YOUR ACTION ITEMS



Did I receive and respond to the counselor request?



Did I submit the required school documentation?



Did I miss an email or action item?



CATCH ISSUES EARLY



Student started an application but never submitted it.



Student submitted, but counselor documents are still missing.



Application/documentation issue that still has time to be corrected.



BOTH SIDES MUST BE SUBMITTED BY THE DEADLINE.

Student application + High school counselor documentation
Submitting one does not substitute for the other.



HOW TOP PERCENT CALCULATIONS WORK

Two scholarships. Same calculation. Different rounding rules.



PALMETTO FELLOWS SCHOLARSHIP TOP 6% OF CLASS

Calculate class size $\times$ 6%.
Round to the next whole student.

EXAMPLE

Class size: 133 students
 $133 \times 6\% = 7.98$



Round up to the next whole student.
8 students
in the top 6%



LIFE SCHOLARSHIP TOP 30% OF CLASS

Calculate class size $\times$ 30%.
Do not round.

EXAMPLE

Class size: 133 students
 $133 \times 30\% = 39.9$



Do not round.
39 students
in the top 30%



Rank ties require a Rank Tie Letter from the high school or home school association documenting each student's true rank. The student's GPA may need to be truncated past two decimal points in order to determine the student's true rank or please refer to your district's, school's or homeschool association's approved policy.

Sample Rank Tie Letter



Academy
University

Must be on your School's letterhead.

Rank ties apply to both PFS and LIFE.

Rank tie letters should be emailed to Scholarships@che.sc.gov with class rank reports.

CHE archives rank tie letters with rank reports – submit to CHE at end of AY.

Date

To the Commission on Higher Education,

The purpose of this letter is to provide final determination for our tied ranks for the Palmetto Fellows/LIFE Scholarship. Based on the final 11th Grade Rank Report, you will see a tie for ranks listed below. For the purposes of class rank for the Palmetto Fellows/LIFE Scholarship, ABC High School designates the final class rank as follows:

4th: Sarah Student
5th: Wesley Student
18th: Jason Student
19th: Emily Student
28th: Katie Student
29th: Abigail Student
30th: David Student

Sincerely,
Your Name
Lead School Counselor, A-C
ABC High School

Class Rank Reports Submission to CHE

At the end of each academic year, you need to:

*The SC Department of Education's Calculation Deadline is June 15th each academic year. This applies to final transcripts **and** final class rank reports.*

On or before June 15, 2027:

Review your transcripts and your class rank report to make sure the data (GPAs, ranks for students, class size, etc.) matches. Archive your transcripts **and** your final class rank reports. ***Highly recommend you archive transcripts and rank reports at the same time or immediately following each other.*

Once you have finalized your transcripts and class rank reports – no later than June 30th:

Send your final 10th, 11th and 12th grade class rank reports CHE via email to Scholarships@che.sc.gov.
Class rank reports needs to show school name or be on your letterhead. **MUST BE IN PDF FORMAT.**

CHE will archive your class rank report for future Palmetto Fellows Applications. The final 12th grade class rank report will be loaded into the Palmetto Fellows Portal for colleges/universities to use to award the LIFE Scholarship to Class of 2027 students – this is why the June 30th deadline is important.

QUESTIONS?

CHE Contact Information

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